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ABSTRACT

This annotated bibliography is a selected listing of references for use by small business managers in the development of energy conservation programs. The references are listed under the agency through which they are available. The agency listings are alphabetized and include complete mailing addresses. There are 35 agency listings, many of which include several references. Each reference gives author, title, and publication date along with a four to five line annotation describing the contents and possible uses of the references. Some references also include number of pages, price, and level (non-technical, semi-technical, technical). The variety of references cover such topics as building design, industry energy and energy conservation tips for business and industry. Publications are written for building operators, business persons, laypersons, planners, architects, and others. (MR)

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Selected Resource Materials for Developing Energy Conservation Programs in the Small Business/Commercial Sector

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SE 024 800

Selected Resource Materials for Developing Energy Conservation Programs in the Small Business/Commercial Sector

This is a selected listing of references for use by small business managers in the development of energy conservation programs. Listing does not imply endorsement by the authors or the Governor's Energy Council. The price is listed when known. However, since publications are continuously being revised, going out of print, or changing in price, the reader is encouraged to check on price information before placing orders.

1.
American Institute of Architects
1735 New York Avenue, N.W.
Washington, DC 20006

Solar Dwelling Design Concepts, 1976.

A historic background on solar power, descriptions of various components, and material on design, site, planning, and impact is included. Numerous illustrations provide a basis for professional future designs. Aimed at designers, community officials, and to some extent homeowners. Semi-technical; 146 pages; $5.00 to non-members; $4.50 to members.

Energy Conservation in Building Design, 1974.

Opportunities for energy conservation in building designs are described. Also considered are technological and social impacts on energy supply and consumptions. Included are numerous illustrations. Non-technical; 156 pages; $5.00.

New Design Concepts for Energy Conserving Buildings, 1977.

Innovative design approaches for energy efficient buildings developed during student competition in 1976 are presented. Twelve entries are detailed including drawings, diagrams, interviews, and juror comments. 124 pages; $9.95 to non-members; $8.95 to members.

Arizona State University. Solar Oriented Architecture.

Summaries and drawings from 70 dwellings using solar energy for heating and cooling are presented. Other detailed descriptions illustrate the four principal methods of using solar energy. Solar space heating concepts are utilized and design implications evaluated. Semi-technical; 142 pages; $12.50.

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2.
American Trucking Association, Inc.
Public Relations Department
1616 P Street, N.W.
Washington, DC 20036

The 25% Solution, 1978.

This pamphlet describes the procedures and results of a two day test to identify feasible conservation options in the trucking industry. The possibility of the industry reaching a goal of reducing consumption by 25% is considered. Specific conservation options are explained. Non-technical; 12 pages; free.

Trucks: Energy Savers of the Future.

Industry consumption levels are discussed and possible savings from technical improvements identified. Legislative strategies effecting conservation potentials are explained. The consumption rates of various truck/rail operations are presented in this pamphlet. Non-technical; 8 pages; free.

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3.
American Society of Heating, Refrigerating
and Air Conditioning Engineers, Inc.
345 East 47th Street
New York, NY 10017

Energy Conservation in New Building Design, 1975.

This publication presents acceptable design standards for new buildings. Standards are aimed at conservation regardless of energy source. A variety of charts and graphs are included. Technical; 51 pages; $10.00 to non-members; $5.00 to members.

Energy Conservation Package.

This special packet contains the following ASHRAE publications:

Energy Conservation in New Building Design, 1975.
Thermal Environmental Conditions for Human Occupancy, 1974.
Natural and Mechanical Ventilation Requirements, 1973.
Energy Calculations I, 1975.
Energy Calculations II, 1975.

Technical; $40.00 for complete packet to non-members; $20.00 to members.

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4.
Citizen Action Group
133 C Street, S.E.
Washington, DC 20003

Anderson, J. Project Waste Hunt, 1974.

This booklet explains the importance of energy conservation as an immediate energy alternative and describes the benefits of various conservation steps. It describes how a community group (or an individual) can conduct a waste hunt survey to determine inefficient energy use in commercial buildings. Non-technical; 33 pages; write for price information.

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5.
Commercial Refrigeration Manufacturers Association
1730 Pennsylvania Avenue, N.W.
Washington, DC 20006

Recommended Guidelines for Retail Food Store Energy Conservation.

Twenty conservation recommendations for immediate implementation are listed. Existing and new store construction options are reviewed. Other options cover refrigeration systems, lighting, electrical circuits, operation and maintenance procedures. This can serve as a comprehensive energy conservation checklist. Non-technical; 22 pages; free.

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6.
Commonwealth of Pennsylvania
Department of Commerce
4th Floor, South Office Building
Harrisburg, PA 17101

Recommendations for Greater Energy Efficiency in Large Buildings.

This contains a brief but thorough list of recommendations for improving energy efficiency through short, mid, and long range strategies. Includes a section on cost/benefit analysis, maintenance, and a bibliography. Non-technical; 18 pages; write for price information.

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7.
Commonwealth of Pennsylvania
Department of Community Affairs
South Office Building
Harrisburg, PA 17120

The Present and Future of the Gas Industry in Pennsylvania, 1977.

Background information on the national supply of gas precedes material concerning conservation and alternative energy sources. Thermal design criteria for new construction is included with information on energy efficient appliances. A variety of graphs, charts, and technique calculations are included. Technical; 178 pages; write for price information.

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10.
Concern, Inc.
2233 Wisconsin Avenue, N.W.
Washington, DC 20007

New Energy Technologies for Builders.

This is an abridgement of a Ford Foundation report. Topics include solar energy, total energy systems, fuel cells and problems of public acceptance. Consumer and industry action guidelines are also included. Non-technical; 6 pages; $.35 ($16.50 per 100).

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11.
Environmental Action Reprint Service
2239 East Colfax
Denver, CO 80206

Davis, Albert and Robert Schubert. Alternative Natural Energy Sources in Building Design, 1977.

Basic design requirements involving alternate technologies is provided for use by professionals, amateurs, students, and teachers. Topics covered include energy conservation, site orientation, water, wind, and solar power, organic fuels and integrated systems. Charts, graphs, tables and equations are used extensively. Semi-technical; 252 pages; $6.95.

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12.
Environmental Information Center, Inc.
292 Madison Avenue
New York, NY 10017

Energy Directory Update, 1978.

A complete listing of public agencies, both state and federal, as well as trade, professional and research organizations involved in energy related activities. Data includes phone numbers and addresses, project and publication listings and a variety of other factual information. Six bi-monthly updates contain new information allowing for additions to the notebook. Non-technical; approximately 1000 pages; $125.00.

Energy Information Abstracts, 1978.

Monthly issued abstracts cover periodicals, publications, and major developments in the entire energy field. Sources range from scientific/technical material to socio-economic material. Twenty-one major categories are indexed for easy access by subject, corporate source, and author. $350.00.

Energy Index, 1978

This presents an organized source for information relating to the past year's energy literature including periodicals and newspapers, and a review of all major events in the field in 1977. Energy statistics are included. Also listed is legislation, conferences, books, and films. 664 pages; $95.00.

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13.
Federal Power Commission
Office of the Chief Engineer
Washington, DC 20426

Guidelines for Energy Conservation for Immediate Implementation - Small Business and Light Industries, 1974.

This publication lists immediately implementable measures which can conserve energy. Covered are options involving fuel conservation including building heat, combustion equipment, process control, and equipment modification. Also included are guidelines for energy conservation surveys and lists of professional resources. Intended for smaller industry, light processors, and commercial operators. Non-technical; 22 pages; write for price information.

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14.
Ford Foundation Energy Policy Project
1776 Massachusetts Avenue, N.W.
Washington, DC 20036

Freeman, S. David et al. Exploring Energy Choices, 1974.

This preliminary report contains information on energy consumption, government policy, and environmental aspects of energy use. All major sources are covered as well as an analysis of use by various sectors. Options for the immediate and distant future are discussed. Non-technical; 81 pages; $.75.

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15.
General Motors Corporation
Energy Management Section
3044 W. Grand Boulevard
Detroit, MI 48202

Industrial Energy Conservation: 101 Ideas at Work, 1977.

Specific energy saving options that have proved successful for General Motors are outlined. Ideas are concerned with reducing total BTU consumption as well as controlling financial expenditures. Cash outlays and yearly savings are identified for each idea. Non-technical; 78 pages; free.

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16.
General Service Administration
Business Service Center
7th and D Streets, S.W.
Washington, DC 20407

Designing an Energy Efficient Building, 1975.

This pamphlet presents a case study of the design of the Federal Office Building in Manchester, New Hampshire. The building was designated as an "energy conservation demonstration project" and this study reviews specific design criteria implemented. Non-technical; 43 pages; write for price information.

Energy Conservation Guidelines. . .For New Office Buildings. . .For Existing Office Buildings. . .For Building Operations, 1977.

This three book set describes methods of conservation in government and private office buildings. The set covers all aspects of the situation and uses diagrams, charts, and drawings effectively. The material is semi-technical and aimed at building managers and owners. $2.00 per book.

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17.
Honeywell, Inc.
Commercial Division
Honeywell Plaza
Minneapolis, MN 55408

Energy Conservation with Comfort, 1976.

This workbook is designed as a building operation guide presenting energy conservation recommendations. Checklist and audit forms are provided to estimate possible savings from implementing alternative measures. Most procedures involve installation of Honeywell control equipment. This publication is useful to building owners and managers. Technical; 54 pages; free.

Energy Management, 1974.

This information packet contains eight tips on conserving energy. Fact sheets explain the most economical method to take advantage of each option. Tips apply to homes as well as offices and commercial buildings. Non-technical; 22 pages; write for price information.

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18.
Massachusetts Institute of Technology
Department of Urban Studies and Planning
Cambridge, MA 02139

Nutt-Powell, Thomas E. Building Audits for Energy Conservation - A Notebook.

This workbook, in five sections, deals with various aspects of completing a building energy audit. Each section has a summary of primary considerations, descriptions and illustrations of key terms, ideas and skills, and an exercise to test understanding of the section. Semi-technical; 55 pages; write for price information.

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19.
Metropolitan Edison Company
200 Pottsville Pike
Reading, PA 19605

Opportunities for Energy Management in Industrial/Commercial Businesses.

A complete set of guidelines is provided for establishing and implementing an energy management program. Included are conservation options and diagrams for a wide range of energy using sectors, i.e. equipment, production processes, building structures, and food service. Semi-technical; 15 pages; write for price information.

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20.
Nassau County
Department of General Service
Bureau of Energy Resources
240 Old Country Road
Mineola, NY 11501

Energy Conservation Handbook for Public and Commercial Buildings.

This handbook provides specific guidelines for energy conservation in public and commercial buildings. It is designed for local governments and the private sector. It includes checklists of minimal and significant expense items/procedures to increase energy efficiency, a section on computerized energy management systems, and building site selection orientation and configuration. Semi-technical; 40 pages; write for price information.

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21.
National Leaque of Cities
1620 Eye Street, N.W.
Washington, DC 20006

Energy Conservation in Buildings: New Roles for Cities and Citizen Groups, 1975.

The manual is a discussion of energy concepts about buildings which local officials and consumers need to become familiar. It provides a general background in energy conserving strategies particularly for large buildings. Included is an annotated bibliography. Non-technical; 34 pages; $3.00.

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22.
National Solar Heating and Cooling
Information Center
P. O. Box 1607
Rockville, MD 20850

Kroner, Walter and David Haviland. Passive Design Ideas for the Energy Conscious Architect.

A wide variety of passive solar designs are discussed comparing energy savings and heat loss. Topics include building configuration, atriums, greenhouses, underground housing, and window design, among others. This publication is useful to anyone interested in building design and construction. Semi-technical; 71 pages; write for price information.

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23.
Northeast College and University
Association for Science
100 Sprout Road
Richland, WA 99352

Citizens Workshops on Energy and the Environment Handbook, 1978.

This handbook describes use of an energy-environment simulator which imitates the real world energy situation. Factors effecting the world situation are briefly explained. An energy quotation quiz and a brief glossary are included. Non-technical; 32 pages; write for price information.

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24.
Pennsylvania Electric Association
301 APC Building
800 N. 3rd Street
Harrisburg, PA 17102

Energy for Pennsylvanians: Will There Be Enough?, 1977.

This publication presents background information on energy resources in the United States and in Pennsylvania. Economics and employment factors are considered in viewing the situation. Future demand projections are discussed and strategies to insure electrical supply identified. Policy suggestions are presented from the viewpoint of the electrical industry. Non-technical; 36 pages; free.

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25.
Solare
P. O. Box 4233
Whitter, CA 90607

Bradley, Quinton M. and James F. Carlson. Solar Primer One, 1975.

This book presents a thorough review of solar energy in architecture for architects, designers, and laymen. Topics include collection structures, transfer and storage compartments. Functions of total systems are also discussed. Effective use is made of various diagrams to explain operations of the various components. Fairly technical; 122 pages; $10.00.

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26.
State of Louisiana
Department of Conservation
P. O. Box 44275
Baton Rouge, LA

DeLatour, Louis. Energy Conservation Program Guide for Commercial Buildings, 1975.

Energy conservation guidelines are provided for both new and existing buildings. Conservation reports for individual buildings are described. A selected bibliography provides annotations of reference material. Non-technical; 28 pages; write for price information.

DeLatour, Louis. Energy Conservation Program Guide for Industry, 1975.

Future goals of the State Energy Conservation program are divided into three sections: educational goals, financial incentives, and assistance to smaller industries. An industrial energy conservation program is outlined. A sample calculation index and conversion chart are included. Non-technical; 10 pages; write for price information.

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27.
U.S. Department of Commerce
National Bureau of Standards
Washington, DC 20234

Heldenbrand, Jim L. Design and Evaluation Criteria for Energy Conservation in New Buildings, 1976.

This publication provides designers with information on energy conservation. Technical aspects of new building design and construction are stressed. Technical; 99 pages; $5.50.

Rubin, Arthur I. Energy Conservation in Buildings - A Human Factors System Viewpoint, 1976.

This publication discusses intergrating human relation factors in conservation programs. Human comfort in buildings is stressed, particularly concerning heating, cooling and ventilating systems in regard to total energy consumption. Non-technical; 19 pages; $.65.

Hill, James and Thomas Richtmyer. Retrofitting a Residence for Solar Heating and Cooling - The Design and Construction of the System, 1975.

This study deals with equipping a residence that has a conventional heating system with a solar heating and cooling system. Technical; 99 pages; $1.70.

Kelnhofer, William J. and L. A. Woods. Energy Management Guide for Light Industries and Commerce, 1976.

This publication provides information to assist small industries and businesses in developing an energy management program. Small organizations could benefit most from this guide. Conservation options are stressed. Semi-technical; 28 pages; $.70.

Didion, D. A. and G. E. Kelley. Energy Conservation Potential of Modular Gas-Fired Boiler Systems, 1975.

This compared the efficiency of a series of boilers versus a single boiler in meeting load demands while conserving energy. Technical; 54 pages; $1.15.

Gatts, Robert, Robert Massey, and John Robertson. Energy Conservation Program Guide for Industry and Commerce, 1974.

This publication outlines steps in establishing an energy conservation program and specific ways to reduce energy use in manufacturing and commercial business. Supplements are added periodically. Semi-technical; 212 pages; $2.90.

Kreider, K. G., J. F. Ward, and L. A. Wood. Energy Management for Furnaces, Kilns, and Ovens, 1978.

A guide to energy conservation in direct heating operations. Useful to small businesses using this equipment. Semi-technical; 44 pages; $1.60.

Building Environmental Division. Technical Options for Energy Conservation in Buildings, 1973.

This publication considers new and old buildings. Alternatives include action steps requiring no cost as well as steps requiring investments. Semi-technical; 184 pages; $2.35.

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28.

U.S. Department of Commerce
National Technical Information Service
5285 Port Royal Road
Springfield, VA 22161

and

Oak Ridge National Laboratory
P. O. Box X
Oak Ridge, TN 37830

Jackson, Jerry R. and William S. Johnson. Commercial Energy Use: A Disaggregation by Fuel, Building Type, and End Use, 1978.

Detailed estimates of energy use in the commercial sector are described. Considered are ten commercial subsectors, four fuel types, and five end uses. Energy use is considered in terms of BTU/ft^2 (energy use indexes) and BTU (total energy consumed). Technical; 91 pages; $6.50.

Chern, Wen S. Electricity Demand by Manufacturing Industries in United States, 1975.

This examines trends in manufacturing consumption of electricity and estimated demands for selected industries. The focus of the study is on price response, winter fuel substitution and impact of technological change. Data is for 1971 and earlier, so a possible question of relevancy today may be raised. Technical; 67 pages; $5.45.

Carlsmith, R. S. et al. Energy Conservation and the Environment, 1974.

Energy conservation strategies in the residential and transportation sectors are considered. Projections for electricity demand, particularly in industry are discussed. Environmental impacts and economic costs of coal mining, including reclamation are presented. An extensive listing of related publications is included. Technical; 66 pages; write for price information.

Arthur D. Little, Inc. Technical Opportunities for Energy Conservation in Appliances, 1976.

Proceedings of the ERDA conference in Boston Massachusetts on May 11, 1976. Topics include consumption patterns and opportunities for conservation in electric and gas fired appliances. Heating and cooling equipment is stressed. Technical; 307 pages; $10.00

Arthur D. Little, Inc. Technical Opportunities for Energy Conservation in Buildings Through Improved Controls, 1976.

This is the proceedings of the ERDA conference in Boston Massachusetts on May 10, 1976. Addresses covered a wide variety of conservation technologies and includes numerous tables and charts. Information is highly technical and of use principally to engineers and construction planners. 318 pages; $10.00.

Donnelly, R. G. et al. Industrial Thermal Insulation - An Assessment, 1976.

Potential savings from installing various types of insulation are evaluated. Economic considerations and heat transmission information is reviewed. Savings possible in a variety of industries are discussed using specific examples. Technical; 215 pages; $8.00.

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29.
U.S. Department of Commerce
Office of Energy Programs
Washington, DC 20230

Total Energy Management, 1976.

This is a practical handbook on energy conservation and management. Included are energy management and log forms. Specifically for owners and managers of office buildings and small retail stores. Non-technical; 54 pages; write for price information.

Energy Management: Trade Associations and the Economics of Energy, 1975.

An informal introduction into the energy problem, and action strategies businesses can take to develop a management program. Non-technical; 16 pages; write for price information.

How to Profit by Conserving Energy.

This is a do-it-yourself guide for industries to set and obtain a reasonable reduction in energy consumption. The idea is to identify and reduce energy cost per product. Logical ideas are listed to explain how and why energy conservation is necessary. Non-technical; 5 pages; free.

Energy Management: Economic Sense for Retailers, 1974.

This is an informal short booklet outlining the formation of an energy management program. Non-technical; 6 pages; $.30.

Energy Conservation Handbook for Light Industries and Commercial Buildings, 1974.

This small pamphlet suggests a course of action and provides examples of fuel conservation potential including minor equipment modifications. An extensive energy conservation survey is included covering major options. "Plant Buildings" and "Processors and Equipment" are the two major categories presented. Non-technical; 18 pages; $.35.

Industries Vital Stake in Energy Management, 1974.

The energy problem and the domestic supply of resources are briefly reviewed. The position of industry and business is discussed. General action steps that business can take are listed. Non-technical; 6 pages; $.25.

Thirty-three Money Saving Ways to Conserve Energy in Your Business, 1974.

Energy uses and a rationale for conservation supply the introduction to this list of conservation options. Conservation topics include heat confinement, scheduling, heat and waste materials, recovery, proper equipment, and maintenance. Non-technical; 6 pages; $.25.

How to Start an Energy Management Program, 1973.

This pamphlet provides a brief description of why energy management is necessary. Topics include organizing management resources, conducting an energy audit, setting an energy conservation goal and launching an energy conservation campaign. Specific program guidelines are included. Non-technical; 6 pages; $.25.

Energy Management: Marketing Priorities and Energy, 1974.

The problems associated with energy shortages are discussed. Several common business assumptions concerning energy use are considered. Procedures available to marketing companies to handle future shortages are included. Non-technical; 6 pages; $.25.

Energy Efficient Sharing, 1977.

This pamphlet describes an energy efficient sharing project. This project provides an opportunity to associate businesses desiring to develop energy management programs with those businesses operating successful programs. Co-sponsoring organizations are listed. A list of U.S. government publications and films is included. Non-technical; 6 pages; single copies free.

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30.
U.S. Department of Energy
Distribution
Washington, DC 20585

Lighting, 1978.

This fact sheet is designed to help a consumer select the most energy efficient light source for his needs. It includes information on solar radiation, most commonly used indoor and outdoor lighting sources, and ways to increase operating efficiency. Non-technical; 8 pages; write for price information.

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31.
U.S. General Accounting Office
Washington, DC 20548

GAO Energy Digest, 1977.

This bibliography cites and indexes energy-related audit reports, special studies, speech and testimony and reports to Congress. Also included are Federal program evaluation reports, information sources and systems, and major energy legislation. Non-technical; 216 pages; write for price information.

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32.
U.S. Government Printing Office
Superintendent of Documents
Washington, DC 20402

FEA. An Energy and Economic Impact Assessment of HUD's Minimum Property Standards, 1976.

This report discusses the implications of HUD's minimum property standards on energy consumption, building economics, and selected industries. The construction industry and related firms are emphasized. Technical; 80 pages; $1.45.

FEA. Identifying Retrofit Projects for Buildings, 1976.

This handbook will assist building and facility managers in identifying retrofit projects possessing early payoff opportunities. The evaluation procedures described can be done without a costly survey by an architectural or engineering firm. Semi-technical; 130 pages; $2.20.

FEA. How Business in Los Angeles Cut Energy Use by 20%, 1975.

Procedures utilized by the City of Los Angeles to curtail energy consumption are described. A good, brief review of emergency procedures employed in the winter of 1973-74 is presented. An evaluation of benefits and hardships is included. Non-technical; 20 pages; $.65.

FEA. 1977 National Energy Outlook, 1977.

This report describes the U.S. energy situation particularly federal legislation and resource development. Historical information is provided on energy use. Energy prices and other data are included on the world market situation. Technical; write for price information.

FEA. Carpooling Incentives: Analysis of Transportation and Energy Impacts, 1976.

Eighteen strategies are detailed discussing the effects of alternative travel models on travel patterns, car ownership and fuel consumption. Impacts are quantitatively analyzed. Non-technical; 170 pages; $2.70.

FEA. Carpooling Incentives: Evaluation of Operational Expense, 1976.

Carpooling strategies discussed include traffic regulation, parking, travel cost and employer-based strategies. Background information, case studies, and a lengthy bibliography are included. Non-technical; 170 pages; $2.40.

Barriers to Energy Conservation, 1976.

This study provides policy guidance in an effort to break down barriers to the efficient usage of finite energy resources. It is concerned only with energy used by finished products and not energy used in the production process. A wide range of products are covered, i.e. those from construction, heating and cooling (including refrigeration), home appliances, transportation (except motor vehicles), and lighting. Semi-technical; 51 pages; write for price information.

FEA. Lighting and Thermal Operations Energy Management Action Program for Commercial Public Industrial Buildings, 1974.

A two booklet report contains guidelines representing desirable targets for illumination levels, lighting efficiency and operating heating and cooling systems. The second booklet uses graphics to illustrate the importance of these issues. Non-technical; $2.30.

FEA. Energy Management Case Histories, 1975.

Case studies of four U.S. corporations' energy conservation programs are outlined. They are the Raytheon Company, the Chemetron Corporation, Cheesebrough-Ponds, Inc, and the Behrenbert Glass Company. A variety of conservation strategies are reviewed. Non-technical; 15 pages; $.70.

FEA. Physical Characteristics, Energy Consumptions, and Related Institutional Factors in the Commercial Sector, 1977.

A study of commercial energy consumption and conservation potentials are examined. Construction of new buildings as well as retrofitting existing structures is covered. Basically prepared for building managers and owners. Semi-technical; 174 pages; $3.25.

FEA. Economic Thickness for Industrial Insulation, 1976.

This guide for managers describes a procedure to calculate the economic value of retrofitting insulation in existing structures. Sample calculations are presented which apply to heating and cooling systems. Technical; 191 pages; $2.70.

FEA. Guide to Energy Conservation for Food Service, 1977.

Energy saving options in the food service industry are identified. Areas for potential savings include food preparation, storage, lighting, heating, and sanitation. Included are work sheets to trace energy consumption. Semi-technical; 74 pages; $2.25.

FEA. An Energy Handbook for Small Business - Handling Fuel and Fuel Problems, 1975.

Procurement of fuel for small businesses is the major topic of this brief pamphlet. Methods of obtaining additional fuel are discussed. An energy conservation checklist is included. Non-technical; 11 pages; $.35.

FEA. Guide to Energy Conservation for Grocery Stores, 1977.

Energy saving options in retail grocery store operations are identified. Topics include conservation potentials involving environmental control, building structure, lighting, bakeries, and delicatessens. Charts and a checklist are included. Semi-technical; 40 pages; $1.90.

FEA. A Study of the Impact of Reduced Retail Store Operating Hours on Sales, Employment, Economic Consideration and Energy Consumption, 1974.

A wide variety of impacts are evaluated that result from government regulations of retail operating hours. Tables present information on commercial energy consumption by sectors. Total sales, employment levels, and operating hours are compared. A variety of technical data is included. 285 pages; write for price information.

FEA. A Guide to Reducing. . .Energy Use Budget Costs, 1976.

A guide for use by local government officials. It lists procedures useful in developing and implementing long-term and emergency energy programs. Included are several audit forms. Non-technical; 93 pages; write for price information.

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33.
U.S. Department of Housing and Urban Development
Office of Policy Development and Research
HUD Building
451 7th Street, N.W.
Washington, DC 20410

and

Chilton Book Company
Chilton Way
Radnor, PA 19089

In the Bank or Up the Chimney, 1978.

This easy to read manual supplies step-by-step instruction to compare household heating conservation expenses with potential savings. Included are instructions to carry out the options selected. Options are identified as involving no cost, minor cost and major expenses. Excellent material for the homeowner interested in saving on residential heating costs. Non-technical; 70 pages; $1.95.

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34.
U.S. Department of the Interior
Office of Management Operations
Energy Conservation Program Manager
Washington, DC 20240

Saving Energy on the Road.

This pamphlet contains many useful tips to conserve energy in meeting daily family transportation needs. Some tips apply specifically to commercial trucking operations. Aimed specifically at the automobile owner. Non-technical; 10 pages; free.

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